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APPLICATION NUMBER	FILING/RECEIPT DATE	FIRST NAMED APPLICANT	ATTORNEY DOCKET NUMBER
10/063,124	03/22/2002	Chris Sandoval	201-0013 DBK

28395
BROOKS & KUSHMAN P.C./FGTI
1000 TOWN CENTER
22ND FLOOR
SOUTHFIELD, MI 48098



CONFIRMATION NO. 5947

FORMALITIES LETTER



OC000000007748709

Date Mailed: 03/29/2002

NOTICE TO FILE MISSING PARTS OF NONPROVISIONAL APPLICATION

FILED UNDER 37 CFR 1.53(b)

Filing Date Granted

An application number and filing date have been accorded to this application. The item(s) indicated below, however, are missing. Applicant is given **TWO MONTHS** from the date of this Notice within which to file all required items and pay any fees required below to avoid abandonment. Extensions of time may be obtained by filing a petition accompanied by the extension fee under the provisions of 37 CFR 1.136(a).

- The oath or declaration is unsigned.
- To avoid abandonment, a late filing fee or oath or declaration surcharge as set forth in 37 CFR 1.16(l) of \$130 for a non-small entity, must be submitted with the missing items identified in this letter.
- **The balance due by applicant is \$ 130.**

*A copy of this notice **MUST** be returned with the reply.*

Customer Service Center
Initial Patent Examination Division (703) 308-1202

PART 2 - COPY TO BE RETURNED WITH RESPONSE

06/11/2002 BABRAHA1 00000128 061510 10063124

01 FC:105 130.00 CH

IN THE UNITED STATES PATENT AND TRADEMARK OFFICE

In re application of:

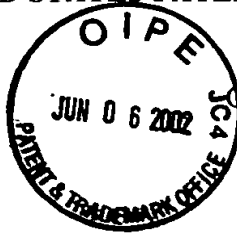
CHRIS SANDOVAL ET AL

Serial No.: 10/063,124

Filed: MARCH 22, 2002

For: METHOD FOR IMPLEMENTING A BEST PRACTICE IDEA

Attorney Docket No.: FMC 1371 PUSP / 201-0013



Group Art Unit: 2122

MISSING PARTS TRANSMITTAL LETTER

Attention: Box Missing Parts
Commissioner for Patents
United States Patent and Trademark Office
Washington, D.C. 20231

Sir:

Enclosed with reference to the above matter are the following documents:


1. Notice to File Missing Parts of Application;
2. Declaration for Patent Application;

The Commissioner is hereby authorized to charge the fee of \$130 for late filing of the Declaration, together with any additional fees, to the Deposit Account of Ford Global Technologies, Inc., No. 06-1510. A duplicate of this Transmittal Letter is enclosed for that purpose.

Respectfully submitted,

CHRIS SANDOVAL ET AL

Date: May 29, 2002

By: 
JOHN S. Le ROY
Reg. No. 48,158
Attorney/Agent for Applicants

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CERTIFICATE OF MAILING UNDER 37 C.F.R. § 1.8

I hereby certify that this paper, including all enclosures referred to herein, is being deposited with the United States Postal Service as first-class mail, postage pre-paid, in an envelope addressed to: Attention: Box Missing Parts, Commissioner for Patents, United States Patent and Trademark Office, Washington, D.C. 20231 on:

05/29/2002
Date of Deposit

JOHN S. Le ROY
Name of Person Signing


Signature